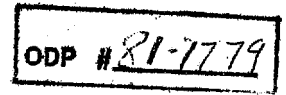


31 DEC 1981



MEMORANDUM FOR: Director of Data Processing

FROM: William N. Hart
Associate Deputy Director for Administration

SUBJECT: FY 1982 Unfunded Requirements

REFERENCE: Your memorandum, same subject, dated 24 December
1981 (ODP 81-1746)

1. Thank you for your comments on the tentative 5.5 percent "hold" on your FY 1982 nonpersonal services funds. Please bear in mind that this "hold" will only be used if the FY 1982 hard unfunded requirements cannot be funded from any other source. If required, the "hold" funds are not lost to the Directorate, only redistributed to the DDA Offices with the greater need.

2. Each Directorate Office has an activity which they feel is critical and should be subtracted before a percentage is applied. It can also be argued that identified surplus funds should be subtracted before applying the percentage. However, the purpose of our "hold" exercise was to reach a set dollar amount. If we were to fence critical items and credit surpluses from the total, then we would have to increase the percentage figure. The bottom line amount needed in the DDA would not change. Therefore, at this time, do not plan any adjustments. If we are required to actually implement the 5.5 percent reduction, we will reconsider your comments.



WILLIAM N. HART

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